

**SFY 2011/SFY2012 Permanent Supportive Housing Program
Request to Initiate Project Conception Phase**

Project Participant Teams seeking Permanent Supportive Housing Program (PSHP) resources must submit the following requested information to DCA:

- A letter from the proposed Owner indicating their interest to apply for PSHP resources. The letter should include a narrative describing their proposed project plan, including the following:
 - Proposed Project Name.
 - Preliminary listing of the proposed members of the Project Participant Team, including any consultants.
 - Proposed site location of the proposed project (site address, city, county).
 - Number of units proposed.
 - Proposed unit configuration (number of bedrooms, baths).
 - Proposed targeted resident base for units.
 - If available, the narrative should also include the following:
 - The existing zoning of proposed site and a description of the proposed project's conformance with the zoning for the proposed site.
 - Status of site control of proposed site.
 - If site is located outside of DCA's Housing Choice Voucher service area, anticipated source of rental assistance for the proposed units.
 - Proposed or committed service provider(s) that will work in partnership with Project Participant Team.
 - Proposed amount of PSHP resources that will be sought for the development.
 - Contact information for the principal contact of the Project Participant Team.

The Project Participant Team should submit their letter to DCA at the following address:

Mr. Don Watt
Director, Office of Special Housing Initiatives
Georgia Department of Community Affairs
60 Executive Park South, NE
Atlanta, Georgia 30329-2231

The letter may also be submitted in .pdf format via email to: SpecialNeedsHousing@dca.ga.gov.

Once received, a DCA representative will contact the Project Participant Team to arrange a meeting or conference call to discuss the proposed project and the application process for PSHP resources.

Any questions regarding the Permanent Supportive Housing Program should be directed to either Mr. Ron Pounds, Disability Housing Coordinator, at (404) 327-6864 or ronald.pounds@dca.ga.gov or Ms. Staci Tillman, Special Assistant, at (404) 679-3114 or staci.tillman@dca.ga.gov.